

## General Service Administration (GSA)



## Federal Supply Service Financial and Business Solutions

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Authorized Federal Supply Service  
Schedule Price List

Effective May 22, 2015 - May 21, 2020

**Schedule 520**

**Contract # GS-10F-095CA**



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# Contact Details

For more information on ordering from GSA Schedules go to <http://www.gsa.gov/>.

FSC Group	FSC Group—520
Business Size	Small Business MBE, WBE, DBE
Contract Number	GS-10F-095CA
Contract Period	May 22, 2015 through May 21, 2020
Contractor	Sherri Richardson, CPA Richardson & Associates 427 Appaloosa Ct Cincinnati, Ohio 45231
Website	<a href="http://richardsonandassociates.com/">http://richardsonandassociates.com/</a>
Contracts Ordering Point of Contact and Authorized Negotiator	Sherri Richardson, CPA Office 513-772-8348 or Cell 513-477-4842
Email	<a href="mailto:sherri@richardsonandassociates.com">sherri@richardsonandassociates.com</a>
Phone	Office (513) 772-8348
Duns	802801469
EIN	20-3915716

## 1a. Awarded Special Item Numbers

### 520-3/RC Due Diligence & Support Services

Assist agencies in the confirmation and validation of specific elements of an agency's portfolio of assets. Collect and organize data from an agency's files or a third party source, create asset inventory database, provide support for asset sales (e.g., asset valuations, investor war room and asset packaging, and closings), develop quality/information controls.

### 520-7/RC Financial & Performance Audits

Perform financial statement audits, financial-related audits, performance audits, and contract audits in accordance with Generally Accepted Government Auditing Standards (GAGAS) and non-GAGAS. An independent assessment of an audited entity's a) financial statements in conformity with generally accepted accounting principles, b) financial information, adherence to financial compliance requirements and internal controls, or c) organization or program performance to identify areas for improvement.

### 520-8/RC Complementary Audit Services

Other services performed by auditors including assist in developing questions for use at hearings, develop methods and approaches in evaluating a new or proposed program and forecast potential program outcomes.

### 520-11/RC Accounting

Transaction analysis, transaction processing, data analysis and summarization, technical assistance in devising new or revised accounting policies and procedures, classifying accounting transactions, special studies to improve accounting operations.

### 520-13/RC Complementary Financial Management Services

Assess and improve financial management systems, financial reporting and analysis, strategic financial planning, financial policy formulation and development. Devise and implement performance measures, conduct special cost studies, perform actuarial services, perform economic and regulatory analysis, assist with financial quality assurance efforts, perform benchmarking

### 520-15/RC Outsourcing Recurring Commercial Activities for Financial Management Services

Services that an agency identifies as recurring commercial activities which may include billing, payroll processing, application processing, claim processing, grant application management, loan application management, inventory management, brokerage services and other financial management activities.

**520-22/RC Grants Management Support Services** Support and assist federal grants management personnel in managing total grant programs, pre-award, award, post-award and closeout phases of the grants management lifecycle process. Grants management support services may include, but are not

limited to:

- Planning and writing solicitations and amendments
- Assisting review panels
- Assessing compliance of grantee's business and financial management system
- Assisting awarding agency in ensuring grantee's responsible and accountable use of grant funds
- Preparing award documents
- Assist granting agencies in ensuring that grantee's performance is in full compliance with grant requirements
- Provide skilled and qualified professional staff to advise and assist government Grants Management Officers, Grant Management Specialists, and other grants management personnel
- Monitor performance
- Advise government personnel in managing Grant Financial Management systems for the control of the complementary financial support of the entire grant management.
- Assist in managing the project period of performance schedule
- Assist in evaluating on-going status reports, final reports, and other deliverable products required under the grant program
- Assist in grant close-out procedures

## 1b. PRICING LIST

SIN Numbers	Service Proposed	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019
520-3,7,8, 11,13, 15, 22	Partner	\$ 122.92	\$125.38	\$127.89	\$130.44	\$133.05
520-3,7,8, 11,13, 15, 22	Manager	\$ 89.67	\$91.46	\$93.29	\$95.16	\$97.06
520-3,7,8, 11,13, 15, 22	Senior	\$ 60.45	\$61.66	\$62.89	\$64.15	\$65.43
520-3,7,8, 11,13, 15, 22	Staff	\$ 51.39	\$52.42	\$53.47	\$54.54	\$55.63

**1c. Labor Category Descriptions**

<b>SINs:</b>  <b>520 3</b> <b>520 7</b> <b>520 8</b> <b>520 11</b> <b>520 13</b> <b>520 15</b> <b>520 22</b>	<b>Labor Category</b>	<b>Education</b>	<b>Experience</b>	<b>Certification</b>	<b>Area of Specialization</b>	<b>Special Skills</b>	<b>Responsibilities</b>
	<b>Partner</b>	Bachelor degree in accounting	Minimum 8 years	CPA	Audit, accounting, financial services, management advisory, and grant support services	Proficient knowledge of GAAP, GAAS, & federal guidelines or other relevant to the engagement	Liaison with government agencies, direct project, review and sign final reports
	<b>Manager</b>	Bachelor degree in accounting or other technical field	Minimum 4 years	CPA	Audit, accounting, financial services or management advisory, and grant support services	Proficient knowledge of GAAP, GAAS & federal guidelines or other relevant to the engagement	Manage & supervise project teams & act as a liaison between project senior & project partner, review work papers & provide technical assistance
	<b>Senior</b>	Bachelor degree in accounting or other technical field	Minimum 2 years	CPA or CPA candidate	Audit, accounting, financial services or management advisory, and grant support services	Proficient knowledge of GAAP, GAAS & federal guidelines or other relevant the engagement	Supervise project staff onsite, provide technical assistance, independently perform major segments of the engagement, & act as a liaison between project staff & manager
	<b>Staff</b>	Bachelor degree in accounting or other technical field	0 -2 years	CPA candidate	Audit, accounting, financial services or management advisory, and grant support services	Ability to work with minimal supervision	Serve on project team, perform tasks as assigned under the supervision of a senior or manager

**Notes:** The Category Positions and Hourly Rates are the same for each of the SINs.

2. **Maximum Order per SIN:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage:** Worldwide
5. **Point of Production:** As Required by Task Order
6. **Quantity Discount:** None
8. **Prompt Payment Terms:** 0%-30 0%-30 NET 30
- 9a. **Government Purchase Cards Are Accepted above the Micro-purchase Threshold:** Yes
- 9b. **Government Purchase Cards Are Accepted at or below the Micro-purchase threshold:** Yes
10. **Foreign Items:** None
- 11a. **Time of Delivery:** Per Task Order
- 11b. **Expedited Delivery:** Not applicable
- 11c. **Overnight Delivery:** Not applicable
12. **F.O.B. Points:** Destination
- 13a. **Ordering Address**  
  
Sherri Richardson  
  
Richardson & Associates, LLC  
  
8044 Montgomery Rd Suite 700  
  
Cincinnati, OH 45236  
  
Telephone: 513-772-8348  
  
E-Mail: sherri@richardsonandassociates.com
- 13b. **Ordering Procedures**  
  
For supplies and services, the ordering procedure and information on Blanket Purchase Agreements (BPAs) , and a sample BPA can be found at the GSA/FSS schedule homepage [fss.gsa.gov/schedules](https://fss.gsa.gov/schedules)



14. **Contractor's Payment Addresses:**

Sherri Richardson

Richardson & Associates, LLC

8044 Montgomery Rd Suite 700

Cincinnati, OH 45236

15. **Warranty Provision:** None

17. **Terms and Conditions of Government Commercial Credit Card Acceptance:** Accepted both below and above the micro-purchase threshold

18. **Terms and Conditions of Rental, Maintenance, and Repair:**

Not applicable

19. **Terms and Conditions of Installation:** Not applicable

20. **Terms and Conditions of Repair Parts:** Not applicable

20a. **Terms and Conditions of Other Services:** Not applicable

21. **List of Service and Distribution Points:** Not applicable

22. **List of Participating Dealers:** Not applicable

23. **Preventative Maintenance:** Not applicable

24a. **Special Attributes:** Not applicable

24b. **Section 508 Applicability:** Not applicable

25. **Date Universal Number System (DUNS):** 802801469

26. **Notification Regarding Registration in Central Contractor Registration (CCR) Database:**

Registered

